

TO: Mayor, Trustees, Village Attorney and Village Clerk
FROM: Village Administrator Steve Stricker and Staff
DATE: October 26, 2012
SUBJECT: Administration Weekly Memo

Veterans Memorial Committee Meeting – Wednesday, October 31, 4:00 p.m.

The October meeting of the Veterans Memorial Committee is scheduled on Wednesday, October 31, at 4:00 p.m.

Halloween Trick-or-Treating – Wednesday, October 31, 3:00 p.m.-8:00 p.m.

Halloween Trick-or-Treating will be permitted on Wednesday, October 31, between the hours of 3:00 p.m. and 8:00 p.m.

Election Day – Tuesday, November 6, 6:00 a.m. – 7:00 p.m.

Please be reminded that the General Election is being held on Tuesday, November 6, with polling places open from 6:00 a.m. to 7:00 p.m.

Pathway Commission Meeting – Thursday, November 8, 7:00 p.m.

The next Pathway Commission meeting is scheduled on Thursday, November 8, at 7:00 p.m.

Stormwater Management Committee Meeting – Tuesday, November 13, 7:00 p.m.

The next Stormwater Management Committee meeting is scheduled on Tuesday, November 13, at 7:00 p.m.

BFPC Meeting – Wednesday, November 14, at 7:00 p.m.

The next Board of Fire and Police Commissioners meeting is scheduled on Wednesday, November 14, at 7:00 p.m.

Boost Creative Marketing to Host Wine Tasting – November 14, 5:30 p.m.

Village Board members, Economic Development Committee members and members of both the Restaurant Marketing Committee and Hotel Marketing Committee have been invited to attend a special Wine Tasting Event at County Wine Merchant, in the County Line Square Shopping Center, on Wednesday, November 14, from 5:30 p.m. – 7:30 p.m. The Wine Tasting will be hosted by Phil Yaeger and his partner, Steve Dressig, of Boost Creative Marketing. As you may be aware, Mr. Yaeger is our

marketing consultant for both the Restaurant and Hotel Marketing Committees. I hope you and your spouse will be able to attend this event.

Restaurant Marketing Committee Meeting – Thursday, November 15, 8:00 a.m.

The next Restaurant Marketing Committee meeting is scheduled on Thursday, November 15, at 8:00 a.m.

Hotel Marketing Committee Meeting – Thursday, November 15, 2:00 p.m.

The next Hotel Marketing Committee meeting is scheduled on Thursday, November 15, at 2:00 p.m.

Jingle Mingle – Saturday, November 17, 4:30 p.m.

The 2012 Jingle Mingle event is scheduled on Saturday, November 17, from 4:30 p.m. to 7:30 p.m. at the Village Center. The flyer outlining the details of this event is available for review at the Village Hall. If you plan to attend this event, please notify Assistant Village Administrator Lisa Scheiner by November 10 at lscheiner@burr-ridge.gov or (630) 654-8181, ext. 2010.

Plan Commission Meeting – Monday, November 19, 7:30 p.m.

The next Plan Commission meeting is scheduled on Monday, November 19, at 7:30 p.m.

Economic Development Committee Meeting – Tuesday, November 20, 7:30 p.m.

The next Economic Development Committee meeting is scheduled on Tuesday, November 20, at 7:30 p.m.

Veterans Memorial Committee Meeting – Wednesday, November 28, 4:00 p.m.

The next Veterans Memorial Committee meeting is scheduled on Wednesday, November 28, at 4:00 p.m.

EQC Meeting – Wednesday, November 28, 7:30 p.m.

The next Environmental Quality Commission meeting is scheduled on November 28, at 7:30 p.m.

Notice to Churches and Hotels Regarding Fireworks and Helicopters

A letter that was sent to Village churches and hotels regarding the use of fireworks and/or helicopters during special events being held in the Village, citing the Ordinances prohibiting these activities, is available for review at the Village Hall.

Meeting with Post Office Officials Regarding the Requirement for Mailbox Units in all New Subdivisions

On Thursday, October 25, Community Development Doug Pollock, Assistant Village Administrator Lisa Scheiner and I met with Postmaster Carolyn Rutledge and another representative of the Post Office. We discussed the Post Office's new policy, which became effective in April 2012, which requires centralized mailbox units for all new subdivisions. What this means is that, instead of delivering mail to a mailbox in front of someone's home, all new subdivisions will be required to install a centralized box unit at the entrance of the subdivision where residents would pick up their mail. The Village has a handful of subdivisions that were approved several years ago, for which there no new homes were built. However, one of these subdivisions, Cross Creek, located on the former Dolores Cizek property on County Line Road, between 79th and 83rd Streets, recently had a new home built and occupied. The Post Office refuses to deliver the mail to this location and is requiring a centralized box unit. The Board will recall that Mayor Grasso sent a letter to the Post Office on August 3 objecting to this new policy, which would in essence create two levels of service for our residents. After several weeks of delays, the meeting with the Post Office officials was finally held.

It was clear from the meeting and from my conversations with other Village Managers who have encountered this new policy that the Post Office will not waiver. However, I believe we made a strong case for the fact that the Cross Creek subdivision and a few other subdivisions that were approved several years ago should fall under the old rules and that only new subdivisions should come under the new policy. I will be sending a follow-up letter to the Post Office requesting relief from this requirement for existing subdivisions. In the meantime, the new homeowner in the Cross Creek Subdivision is required to pick up their mail at the Post Office. I hope to have a resolution to this issue within the next 30 days.

October 22 Board Meeting Broadcast

The October 22 Village Board meeting was the first time that we utilized the new cable TV equipment. The new equipment is much more sophisticated and allows for a myriad of adjustments. Unfortunately, the lighting adjustments that were made prior to the meeting were done during the day and had to be readjusted on the fly during the evening meeting. In addition, the Board will recall that we are using a new contractor who has never operated the cameras for a Board meeting in the Boardroom before. Staff will be working with him to choose the appropriate camera angles and make the necessary sound and lighting adjustments for the next meeting. I expect that the quality of the production will improve markedly over the next couple of meetings.

Treasurer's Report

The Annual Treasurer's Report of cash receipts and disbursements for FY 2011-12 is available for review at the Village Hall. The report was published in the Thursday, October 18, issue of *The Doings/Pioneer Press*.